



# Term billing — 508 accounts, 89 credit notes

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School meals, boarding, credit notes and measured reminders · fictional document

## Fictional document — demonstration example

This document is produced by the Blue Lemon Agent website to illustrate what an AI agent hands to its users. The companies, matters, amounts and people in it are invented. It has no legal, accounting or commercial value.

**Fictional document**, produced for the demonstration. **No amount comes out of the agent without the resolution, scale or tariff that founds it, with its date. Issuing the invoice is an act of the authorising officer and recovery an act of the public accountant: the functions of authorising officer and public accountant are incompatible — Article 9 of Decree no. 2012-1246 of 7 November 2012.**

## The 508 accounts of the term

| Regime                        | Accounts | Tariff applied               | Source of the tariff                                         |
|-------------------------------|----------|------------------------------|--------------------------------------------------------------|
| School meals at the flat rate | 331      | Termly flat rate             | Governing board resolution of 14 October, line 2             |
| School meals per ticket       | 81       | Price per meal × meals taken | Resolution of 14 October, line 3<br>· catering service tally |
| Boarding                      | 96       | Termly boarding flat rate    | Resolution of 14 October, line 5                             |

| Regime       | Accounts   | Tariff applied | Source of the tariff                       |
|--------------|------------|----------------|--------------------------------------------|
| <b>Total</b> | <b>508</b> | —              | <b>412 on school meals and 96 boarders</b> |

## The 89 credit notes of the term

| Ground                                            | Credit notes calculated | Applied   | What each credit note carries                                              |
|---------------------------------------------------|-------------------------|-----------|----------------------------------------------------------------------------|
| <b>Work placement</b>                             | <b>34</b>               | <b>34</b> | <b>Exact period, ground accepted, line of the resolution that opens it</b> |
| School trip or journey                            | 26                      | 26        | Same                                                                       |
| <b>Health-related absence of more than a week</b> | <b>19</b>               | <b>19</b> | <b>Same, with the date of the certificate received</b>                     |
| Change of regime mid-term                         | 10                      | 10        | Same                                                                       |
| <b>Total</b>                                      | <b>89</b>               | <b>89</b> | <b>0 forgotten — against 31 out of 74 last year</b>                        |

| Measure                                          | Last year           | This term          |
|--------------------------------------------------|---------------------|--------------------|
| <b>Credit notes due and not applied</b>          | <b>31 out of 74</b> | <b>0 out of 89</b> |
| <b>Amount left with the families</b>             | <b>€2,180</b>       | <b>€0</b>          |
| <b>Complaints about an unapplied credit note</b> | <b>31</b>           | <b>0</b>           |

**The discrepancies the agent could not settle are listed separately, never guessed: 4 accounts this term — two changes of regime mid-term and two absences whose certificate arrived after closing. The documents are assembled, the business office settles all 4 in ten minutes.**

## The time a billing campaign takes

| Step                                            | By hand                 | With the agent           | What is left to the business office                    |
|-------------------------------------------------|-------------------------|--------------------------|--------------------------------------------------------|
| Taking regimes and tariffs across 508 accounts  | 9 h                     | <b>1 h 30</b>            | Check three accounts at random                         |
| <b>Finding and calculating the credit notes</b> | <b>8 h</b>              | <b>1 h 20</b>            | <b>Settle the listed discrepancies</b>                 |
| Checking and issuing the invoices               | 5 h                     | <b>1 h 30</b>            | The check remains whole                                |
| Corrections after complaints                    | 2 h                     | <b>28 min</b>            | —                                                      |
| <b>Total per campaign</b>                       | <b>24 h —<br/>100 %</b> | <b>4 h 48 —<br/>20 %</b> | <b>57 hours given back over the year's 3 campaigns</b> |

## Reminders — the same letter asks for the money and offers the support

| What the reminder carries                                                                       | Where it comes from                                                                         | Why                                                         |
|-------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|-------------------------------------------------------------|
| <b>The exact breakdown — period, tariff, credit notes already deducted, balance outstanding</b> | <b>The family's account and the resolution of 14 October</b>                                | <b>A family who contests contests figures they can redo</b> |
| <b>The instalment plan offered</b>                                                              | <b>Costed on the real debt: three instalments, four, or deferral to the new school year</b> | <b>A plan offered is worth more than a plan asked for</b>   |
| <b>The hardship fund reminder and its form</b>                                                  | <b>Where the ratio the family declared is below the threshold voted on 14 October</b>       | <b>The school offers the entitlement it created itself</b>  |

| What the reminder carries                              | Where it comes from                   | Why                                                  |
|--------------------------------------------------------|---------------------------------------|------------------------------------------------------|
| <b>A named contact at the school, with a time slot</b> | Slots declared by the business office | <b>The reminder names the amount, not the family</b> |

| Measure                                                         | Last year      | This year      |
|-----------------------------------------------------------------|----------------|----------------|
| <b>Reminders sent</b>                                           | <b>612</b>     | <b>640</b>     |
| <b>Families signposted to the hardship fund by the reminder</b> | <b>0</b>       | <b>118</b>     |
| <b>Hardship fund applications filed</b>                         | —              | <b>71</b>      |
| <b>Support decided by the committee</b>                         | —              | <b>58</b>      |
| <b>School-charge arrears at 31 August</b>                       | <b>€26,300</b> | <b>€11,400</b> |
| <b>Enforcement referrals to the public accountant</b>           | <b>34</b>      | <b>9</b>       |

**A letter or reminder goes from 40 % to 10 % of the task's time — from 8 minutes to 2 minutes. Over the year's 2,840 letters, that is 284 hours given back — more than eight weeks of work on the statutory basis of 35 hours. And the school recovers more while pursuing less.**

Mandate to settle instalment plans — ceiling amount, maximum instalments, review date: \_\_\_\_\_

Campaign checked and settled by (name, role, date): \_\_\_\_\_

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